



NURSE PRACTITIONER,
CORRECTIONAL FACILITY
Final Filing Date: Continuous

OPEN - SPOT

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE OPEN - DEPARTMENTAL FOR:

DEPARTMENT OF CORRECTIONS AND REHABILITATION
(Indicate in Block No. 1 of your application the location where you wish to establish eligibility. Candidates may only establish eligibility in one location. Persons who file for more than one location will be processed for the location nearest their residence as indicated on the application.)

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and who have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing periods for this examination are: **January – June and July – December**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit Examination Application (Std. Form 678) to:

By mail with: Department of Corrections and Rehabilitation Selection Services Section P.O. Box 942883 Sacramento, CA 94283-0001 (916) 322-2545	or	In person with: Department of Corrections and Rehabilitation Selection Services Section 1515 “S” Street, Room 522-N Sacramento, CA 95814 (916) 322-2545
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If you are personally delivering your application(s), you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Selection Services Section.

NOTE: Only applications with an original signature will be accepted.

CREDENTIALS VERIFICATION DISCLOSURE FORM Please fax the following documents to the California Department of Corrections and Rehabilitation Credential Coordinator at (916) 322-3208.

- ❖ Credentials Verification Disclosure Form (CVDF)
- ❖ Current Curriculum Vitae or resume

The CVDF can be downloaded from State Personnel Board’s website at www.spb.ca.gov or CDCR’s website at www.cdcr.ca.gov, or a copy may be obtained by calling or going to either the address above or one of the institutional personnel offices.

APPLICATION DEADLINE/ REQUIREMENTS Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

SALARY RANGE(S) **\$9,162.00* Per month**

***This salary includes pay differential enhancements to the base salary as authorized December 1, 2005, and applies to new Nurse Practitioner, CF appointed to Adult Institutions and Division of Correctional Health Care Services only**

Additionally, R&R Bonuses are offered at all Adult Institutions as indicated below:

- \$1,500 (one-time payment) – upon completion of one qualifying pay period (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).
- \$1,500 (one-time payment) – upon completion of six consecutive qualifying pay periods (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).
- \$1,000 (one-time payment) – upon completion of 18 consecutive qualifying pay periods (All Adult Institutions-applies to those appointed new to state service on or after 1/01/03).

Base Salary
Range A: \$5,845.00 - \$6,823.00 Per month
Range B: \$6334.00 – \$7,412.00 Per month

Alternate Range Criteria
Range A: This range shall apply to incumbents who do not meet the Criteria for payment in Range B.

Range B: This range shall apply to incumbents in positions approved by the Department of Personnel Administration's and the State Personnel Board's staff as having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates, wards or resident workers who substantially replace civil service employees for a total of at least 173 allocated hours of inmates', wards', or resident workers' time per pay period. This range may also apply to employees in positions approved by the Department of Personnel Administration's staff as having direct supervisory responsibility over incumbents who meet the conditions stated above. This range also applies to positions located a significant distance from a physician in an underserved health area (whereby physician contact is primarily restricted to telecommunications), and incumbents are regularly required to be "on call" 24 hours a day and deal with situations necessitating serious emergency care that would otherwise be provided by a physician or with a physician nearby. Positions allocated to Range B of the class of Nurse Practitioner shall be assigned to Work Week Subgroup 4C. When the requirements for the particular criteria are met, the employee shall receive a rate under the provisions of DPA Rule 599.681. **Exception:** Employees in classes that are eligible for the Institutional Worker Supervision Pay (IWSP) Differential shall not be eligible for Alternate Range B.

BENEFITS	<ul style="list-style-type: none">• Deferred Compensation Plans (Savings pool, 401k and 457 plan)• \$100 monthly Bilingual Differential Pay• 75% Reimbursement of Van Pool, \$65 maximum per month (\$100 primary driver)• 75% Reimbursement of Public Transit Passes, \$65 maximum per month• Flexible work hours (Management discretion)• Pre-tax parking (Where applicable)• Fourteen (14) paid holidays• Generous paid vacation/sick leave or annual leave• Jury duty/military/bereavement leave• Health, Dental, Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)• Pre-retirement death benefit• Dependent Care Program• Long Term Insurance (CalPERS)• Home Loan Program (CalPERS)• Legal Services• Employee Assistance Program• Work and Family Advisory Committee• Evening and Night Shift Differential Pay• \$200 and 40 hours annually on Continuing Education Units• Up to \$450 annual Uniform Allowance• Reimbursement of License Renewal Fees (Actual Cost)• California Public Employees' State Safety Retirement System (Exempt from paying into Federal Social Security System)• Educational funding may be available through the following programs (Contact a Health Care recruiter for additional information):<ul style="list-style-type: none">❖ Federal Loan Repayment Program, administered by the National Health Services Corporation❖ Health Professions Education Foundation Scholarship and Loan Repayment Program❖ State Registered Nurses Scholarship Program
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MINIMUM QUALIFICATIONS	<p>License: Possession of a current license as a registered nurse in California. (Applicants who do not meet this requirement will be admitted to the examination, but they must secure the required license before they will be considered eligible for appointment.)</p> <p>And</p> <p>Certificate: Possession of a current certification as a Nurse Practitioner by the Board of Registered Nurses. (Applicants who do not meet this requirement will be admitted to the examination, but they must secure the required certificate before they will be considered eligible for appointment.)</p> <p>Special Personal Characteristics: Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; emotional stability; patience; tact; alertness; and keenness of observation.</p> <p>Special Physical Characteristics: Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates.</p> <p>Assignments may include sole responsibility for the supervision of inmates or youthful offenders and/or the protection of personal and real property.</p> <p>Applicants must show their Registered Nurse License number, title, and expiration date <u>AND</u> their Nurse Practitioner certification number, title, and expiration date on their Examination Application (Std. Form 678).</p>
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EXAMINATION PLAN	<p>This examination will consist solely of an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care to accurately complete their application. List all experience relevant to the "Minimum Qualifications" shown on this announcement. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</p>
ELIGIBLE LIST INFORMATION	<p>The resulting eligible lists will be established to fill vacancies for the Department of Corrections and Rehabilitation at the institutions listed. Names of successful candidates are merged into the lists in order of final scores, regardless of date. Eligibility expires 12 months after establishment, unless the needs of the service and conditions of the lists warrant a change in this period.</p>
POSITION DESCRIPTION AND LOCATION(S)	<p>The Nurse Practitioner, Correctional Facility, under the supervision of a physician, in a State correctional facility, provides direct and indirect patient care services under written and approved standardized procedures; maintains order and supervises the conduct of inmates/youthful offenders; protects and maintains the safety of persons and property; and does other related work.</p> <p>Positions are located at institutions statewide within the Department of Corrections and Rehabilitation.</p>
VETERANS POINTS/ CAREER CREDITS	<p>Veteran's Preference Points will not be granted in this examination since it does not qualify as an entrance examination under the law. Career credits will not be granted in this examination.</p>

GENERAL INFORMATION

Applications are available at Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and on line at www.spb.ca.gov.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS